

Wiggin Memorial Library - Stratham NH

Minutes of the Board of Trustees Meeting

Tuesday, December 8, 2015

A regularly scheduled meeting of the Board of Trustees took place Tuesday, December 8, 2015, at the Wiggin Memorial Library. The meeting was called to order at 6:37 p.m. The following persons were in attendance: Trustee and Chairperson Lee Beauregard, Trustee and Treasurer Connie Aubin-Adams, Trustee and Secretary Vicki Marbacher, Alternate Trustee Steve Simons, and Library Director Lesley Kimball. Not in attendance were Trustee Penny O'Sullivan, Trustee Terry Reardon Pollini, Alternate Trustee John Dozet, and Alternate Trustee Allison Knab. Steve Simons was designated to vote in Penny O'Sullivan's absence.

I. Guests, Welcomes, and Announcements

There were no announcements.

II. Action Items

- a) Approve November Minutes: Connie Aubin-Adams corrected the minutes. Steve Simons moved to accept the minutes as corrected. Connie Aubin-Adams seconded the motion. All were in favor.
- b) Approve Donations Received: Lesley Kimball reported that there were donations totaling \$209.99 of operating gifts and \$3,375.00 of the Annual Appeal. Lesley noted that these Annual Appeal gifts were received before the letter was sent out. Connie Aubin-Adams moved to accept all the donations. Vicki Marbacher seconded the motion. All were in favor.
- c) Director Performance Appraisal: Lee Beauregard now has input from all the trustees and one alternate. He will consolidate the information and have the board sign it.

III. Old Business

- a) Strategic Plan: Lesley Kimball will send out the Strategic Plan to all who contribute to the annual appeal. She will also inquire if a table could be set up at the town meeting to distribute it.
- b) 2016 Budget: Lesley Kimball has submitted the budget to Paul Deschaine. There is no schedule for the presentation to the Board of Selectmen.
- c) Fundraising Philosophy meeting with the Board of Selectmen: Lee Beauregard reported that the Selectmen would like to be made aware of any fundraisers that partner with local businesses. They also requested that any email advertising for these partnerships clearly state the it is sponsored by the Board of Trustees.

IV. New Business

- a) Trustees and Alternates: Lesley Kimball advised the board that Allison Knab will not continue as an Alternate. Vicki Marbacher stated that she is not sure if she will run for Trustee in March.

V. Reports

- a) Treasurer's Report: the report was not available. Connie Aubin-Adams will email it after the remaining bills are paid.
- b) Fundraising Report: Lesley Kimball said that the letters for the Annual Appeal are being prepared and will be mailed shortly. She has received a quote for the audio/video system for Craig's Room of \$5500.00. She is still waiting for a quote from Tucker for the Children's Room Redesign. She has selected furniture for the patio area, but will not order it until spring. Colin Laverty does not think it will need to be bolted down.
- c) Director's Report: The report was reviewed and accepted.

VI. Executive Session:
No executive session was required.

VII. Next Meeting will be January 12, 2016, at 6:30 p.m.

VIII. Adjournment: Steve Simons moved to adjourn the meeting. Connie Aubin-Adams seconded the motion. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Vicki Marbacher
Trustee and Secretary